

## CLAIMS

1. A file management method for reading and filing documents by use of file management software, comprising the steps of:

analyzing a folder configuration created on mail software in order to obtain information regarding the folder configuration;

creating the same folder configuration in a file system on the basis of the obtained information; and

performing file management by executing filing processing for the created folder configuration.

2. A file management method according to claim 1, wherein the analysis of the folder configuration is performed at the time of startup of the file management software, regularly, or upon user's requests; and

when the folder configuration of the mail software differs from that of the file system, the folder configuration of the file system is updated to match that of the mail software.

3. A file management method according to claim 1, wherein mail data items are obtained from the mail software and are stored in corresponding folders created in the file system; and mail data and other files are managed in the file system under the same environment.

4. A file management method according to claim 1, wherein when a file is stored in a folder in the file system, a mail including information regarding a link to the file,

detailed information of the file, and the file itself is transmitted to a mail address of a user, whereby the file is managed on the mail software.

5. A file management method according to claim 1, wherein the folder configuration of the electronic mail software is created on two or more storage units.

6. A file management method according to claim 5, wherein image data read by use of a scanner are simultaneously stored in the two or more storage units.

7. A file management system for reading and filing documents by use of file management software, comprising:

a folder configuration analysis section for analyzing a folder configuration created on mail software in order to obtain information regarding the folder configuration; and

a folder configuration creation section for creating the same folder configuration in a file system on the basis of the information obtained by the folder configuration analysis section,

wherein file management is performed by executing filing processing for the file folder configuration created by the folder configuration creation section.

8. A file management program for reading and filing documents by use of file management software, the program executing the steps of:

analyzing a folder configuration created on mail software in order to obtain information regarding the folder configuration;

creating the same folder configuration in a file system  
on the basis of the obtained information; and  
performing file management by executing filing  
processing for the created folder configuration.